



The European Energy Network (EⁿR)

Modus Operandi

Complementing the “Charter”, the “Memorandum of Understanding” and the “Operating Rules”

February 2022

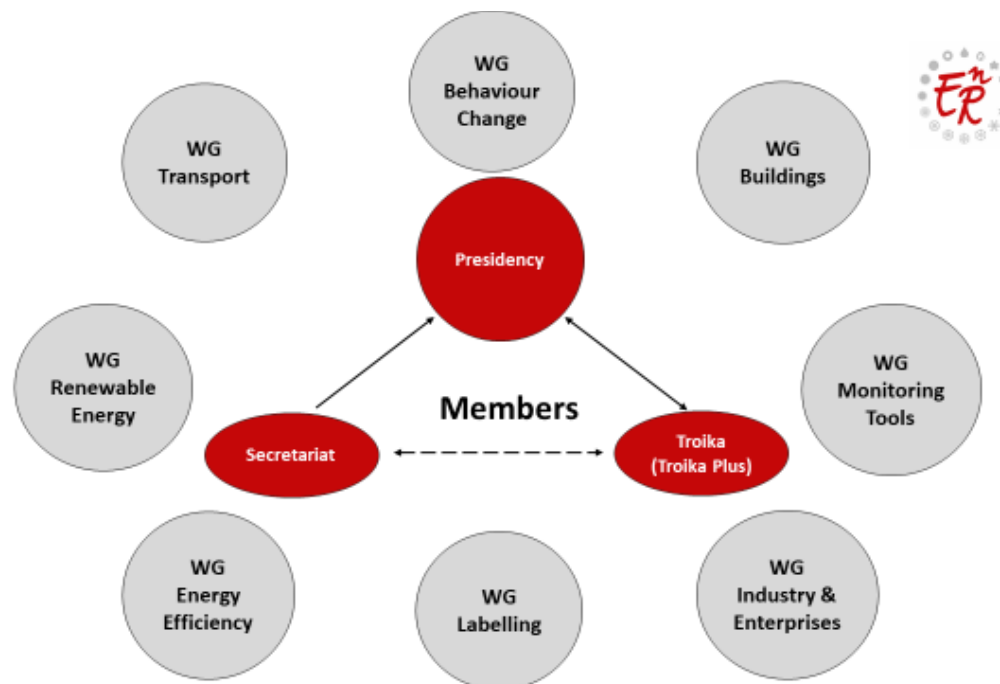
I. Introduction

This document describes the working procedures and roles of the EⁿR Network: the Presidency, the Secretariat, the Troika (Plus) and the network of member agencies.

The following documents served as guidelines for preparation of this Modus Operandi:

- **Memorandum of Understanding** (June 1990)
- **EⁿR Charter** (February 1991)
- **Memorandum of Understanding II** (January 1997)
- **Six original Operating Rules** (part of the founding documents):
 1. Confidentiality, Lisbon (M7), June 1991
 2. Presidency and Secretariat, Paris (M10), April 1992
 3. Participation of non-member organisations in WG activities, Oxford (M11), July 1992
 4. Use of EⁿR name, Amsterdam (M24), February 1999
 5. Number of Contact Points per single country, Cologne (M32), February 2003
 6. Consensus for decision making, drafted in Trondheim (M33), June 2003
- **Two additional Operating Rules:**
 7. Decision making Majority and Decision making Rules, proposed for approval in London (M40), February 2007
 8. Monitoring Procedures EⁿR Working Groups (meant as an amendment to the existing Guidelines for the Working Groups, stated in the Memorandum of Understanding II (MoU II) Sienna, January 1997), proposed for approval in London (M40), February 2007

II. EⁿR Network organisational chart



The full list of EⁿR members (as of February 2021) can be found in Annex 1.

III. EⁿR vision

The current EⁿR vision as stated in the Memorandum of Understanding II:

“EⁿR’s vision is to be at the forefront of Europe’s drive towards increased energy efficiency and use of renewable energy sources by enhancing the role of its members through communication, co-ordination and collaboration”.

This vision is meant as an amendment to the above-mentioned one:

“EⁿR seeks to be at the forefront of Europe’s drive to improve energy efficiency, increase the use of renewable energy, transport and mitigate the damaging effects of climate change. We will achieve this by acting as a bridge between national activities and those of the European Community and other relevant international bodies”.

IV. EⁿR working methods

EⁿR operates within the framework of a Charter that regulates forms of cooperation between members. It works according to a principle of voluntary membership and has neither its own budget nor administrative procedures (except for the rules of the Charter). The administration of EⁿR is in the hands of a yearly rotating Presidency and Secretariat with support from a Troika (Plus) management committee.

EⁿR activities rely primarily on ‘in-kind’ staff time and resources volunteered by member agencies to, for example, participate in the bi-annual management meetings, Thinking Group/Strategy Meetings and the meetings of the EⁿR Working Groups. A number of specific projects originating from within the Working Groups are funded by outside sources (e.g., Horizon 2020 and Intelligent Energy Europe programmes).

V. EⁿR Presidency and Secretariat

Members and associated responsibilities

The EⁿR Presidency and Secretariat are responsible for steering and coordinating the bi-annual management meetings that take place in February and June of each year, as well as the annual Thinking Group Meeting, which takes place in the Autumn.

The EⁿR Presidency and Secretariat act as the main points of contact for all stakeholder interactions, coordinating across members and Working Groups as necessary.

Operating Rule N°2 “Presidency and Secretariat”

This rule is meant as an amendment to the existing Operating Rule No 2 on “Presidency and Secretariat”.

- i) The term of office of the President shall be from February to February, beginning and ending with the annual Full Meeting attended by the Heads of Member Organisations.
- ii) The designation of the President-elect will take place at the June Meeting of EⁿR or at the earliest possible opportunity once the President-elect is confirmed.
- iii) During the period of the Presidency, each President will seek to secure expressions of interest for future Presidencies (with support from the Secretariat and Troika (Plus)), to ensure timely continuation of EⁿR management.

VI. Troika Management Committee

This article is proposed as a draft Operating Rule No 9.

Members and associated responsibilities

A Troika management committee consisting of the EⁿR President supported by two member agencies (past and the designated future Presidencies) manages and coordinates EⁿR activities throughout the year. Each elected agency spends three years on the Troika, taking over the Presidency and Secretariat in the second year. A new Troika member is elected each February at the annual Full Meeting.

The agency holding the EⁿR Presidency, chairs the Troika management committee, which meets between four and six times per year. The EⁿR President, supported by the Troika, is responsible for progressing any strategic, operational or communication issues on behalf of the network, liaising with other members as and when necessary.

Troika Plus

For the first time, in 2020, under the RVO's Presidency, a fourth agency joined the Troika team, ENEA, to provide its support to the RVO's Presidency. Thus, at the time, a Troika Plus structure was put in place consisting of four members: the Energy Saving Trust (president in 2019), RVO (president in 2020), ADEME (president in 2021), and ENEA (president in 2018).

In 2021, this Troika Plus configuration was continued, as Energy Saving Trust continued, as part of the Troika Plus in support to ADEME's Presidency, and ENEA stepped out of the Troika Plus role.

Troika Plus configuration can be continued by future Presidencies if they consider it necessary for the term of their Presidency. Should this be the case, each future President will have to approve this configuration at the Full Members Meeting in February.

VII. Working Groups

The core work of EⁿR takes place within issue-focused Working Groups. Currently, there are eight working groups in operation, which meet at least one or two times per year depending on their activities.

Working Groups	Coordinator	Agency
Behaviour Change	Irmeli Mikkonen	MOTIVA
Buildings	Rui Fragoso	ADENE
Energy Efficiency	Vassilis Kiliadis	CRES
Industry & Enterprises	Enrico Biele	ENEA
Labelling & Ecodesign	Katie Searle	Energy Saving Trust
Monitoring	Dider Bosseboeuf	ADEME
Renewables	Pia Dorfinger/Antonia Munz	dena
Transport	Colin Smith	Energy Saving Trust

As stated in the Guidelines for the Working Groups (part of the MOU II), Working Groups will be established subsequent to an agreed presentation of clear objectives, scope and strategy (suggested Terms of Reference), as well as an indication of members interested to participate.

If members wish to create a new Working Group, they should send their request to the EⁿR Secretariat. The decision to set up a new WG should be voted at the Full Meeting in February.

All Working Groups are required to present an Activity Report at the Regular Meeting (a summary of which is presented to the Full Meeting by the EⁿR Secretariat).

Working Groups will be scheduled to present an Evaluation Report, as required by the Working Group Monitoring Procedures in every third year of their existence. This evaluation will allow members to decide whether the WG should continue its activities or whether its activities are not relevant anymore.

Working Groups Chairs can name Co-chairs for the WGs, working alongside the Chairs.

All Working Groups are requested to update the Working Group intranet at least every two months and to have a harmonised approach to the management of the Intranet, of their Working Group where the Chair should provide in the following order (most recent activities on top):

- Summary of recent and planned activities;
- Minutes of every meeting, decision documents and other relevant communications;
- Updated list of Working Group members;
- Terms of Reference;
- Evaluation Reports;
- Other relevant documents.

WG Chairs are requested to share any relevant documentation that is of importance to each EⁿR Presidency and this information can be uploaded to the Intranet by the Secretariat.

VIII. Ad-hoc task forces and activities

This article is proposed as a draft Operating Rule No 10.

During the period of each Presidency, ad-hoc task forces or activities can be launched to work on topics that are of general interest to EⁿR, but not covered in the Working Groups' activities.

- i) Ad-hoc task forces or activities shall be launched with approval of the President and support from the Troika (Plus).
- ii) They shall be open to all interested EⁿR members and can include external organisations. In the latter case, confidentiality measures might be taken as stated in the Operating Rule No 1.
- iii) Task forces shall permit the continuation of the activities started under the current Presidency and that need to be carried out under the next Presidency. Consequently, they will continue to be led by the member organisation that initiated them.
- iv) Task forces shall be created for a limited period of time but can be extended with approval of the President.

IX. EⁿR meetings

Full & Regular Meetings

The EⁿR Network holds a two-day Regular & Full Meetings every February, which is hosted by a different member agency each time.

The Regular Meeting takes place on the first day and is attended by the nominated EⁿR Contact Points for each agency.

The Full Meeting takes place on the second day and is attended by the nominated Full Member for each agency – it is during the second day of this annual meeting that any decisions requiring a vote by the Full Members are approved (or not).

Regular Meetings

The EⁿR network holds a two-day Regular Meeting in June, which is hosted each time by a different member agency. At the Regular Meeting generally the EⁿR Contact Points from each agency

participate. The first day of the meeting is dedicated to internal and external management issues, including a Presidency strategy and communication update, mid-year working group activity reports and any other EⁿR progress. All Working Groups are required to present a mid-year activity report during the Regular Meeting. The second day of the meeting is more “external” and generally consists of presentations by guest speakers representing the European Commission and other relevant European actors.

Online meetings

Exceptionally, EⁿR meetings can be held online under special circumstances (e.g., EⁿR Regular and Full Meetings were held online in 2020, 2021 and 2022 due to the COVID-19 pandemic).

Thinking Group Meetings

The Thinking Group Meeting is generally focused on strategic issues for EⁿR – either internal (e.g., reviewing and revising the three year Strategy) or external (e.g., to discuss and agree an EⁿR position on a relevant policy).

The meeting is usually organised in the Autumn and takes place over a full day and a facilitator can be used to plan and execute the meeting to ensure that the best possible outcome is achieved out of the day.

X. Website Management

This article is proposed as a draft Operating Rule No 11.

The Secretariat will be in charge of updating the contents of EⁿR website with news, events and any other relevant information, with the exception of the Working Group pages, responsibility for these lie with the Working Group Chairs. A website content management system (CMS) manual is available to provide the necessary basic training material for the Secretariat to perform the required updates.

An online library of best practice examples has been developed on the EⁿR website. Its purpose is to provide an overview of all EⁿR best practice projects related to the work of the European Commission and specifically the Green Deal. In order to enrich the library with new best practices, which is a showcase of our expertise and added-value, by agreement at the online EⁿR Full Members meeting (M68) in February 2021, each agency will provide one best practice project example per year, by filling in the template provided by the Secretariat. The Secretariat will be in charge of uploading new best practices into the online library.

This best practice examples can replace the former Facts & News, although members can still communicate news to the EⁿR Secretariat prior to the meetings via mail in the form of bullet points with links for further information instead of a lengthy document.

XI. Internal procedures

Funding Arrangements

Art. 17 of the “EⁿR Charter”: “Any expenses incurred in the carrying out of EⁿR’s business and activities, including meetings, correspondence, the production of documents, the undertaking of studies and reviews, etc., will be borne by the participating Member Organisations themselves. Where activities are undertaken on a task-sharing collaborative basis, each participating Member Organisation shall bear the cost of the extent of its participation.”

EⁿR website hosting cost has been borne solely by Enova since 2015. In order to make the website management more sustainable, the cost responsibility should be shared among the EⁿR members.

This article is proposed as a draft Operating Rule No 12.

This rule is meant as an amendment to the above-mentioned article 17 under “Funding Arrangements” of the “EⁿR Charter”.

“In view of the fact that the website is increasingly important for promotion and management of our activities both internally and externally, each agency, taking on the annual Presidency, will bear the expenses incurred in hosting the EⁿR website. Enova will carry out the website hosting.

XII. Annual update of the EU Transparency Register

The transparency register is a database that lists organisations that try to influence the law-making and policy implementation process of the EU institutions. The register makes visible what interests are being pursued, by whom and with what budgets. In this way, the register allows for public scrutiny, giving citizens and other interest groups the possibility to track the activities of lobbyists¹.

EⁿR is registered in the Transparency Register under the TR ID number: 911689722889-60. This registration needs to be updated on a yearly basis. Each new Presidency is responsible for performing the annual update.

The procedure for annual update and information to be filled in are described in Annex 3.

¹ Transparency Register : https://ec.europa.eu/info/about-european-commission/service-standards-and-principles/transparency/transparency-register_en

Annex 1: EⁿR Members' List (as of February 2022)

	Country	Agency
1	Austria	Österreichische Energieagentur / Austrian Energy Agency (AEA)
2	Bulgaria	Sustainable Energy Development Agency (SEDA)
3	Croatia	Energetski Institut Hrvoje Požar (EIHP)
4	Denmark	Danish Energy Authority (DEA)
5	Finland	Motiva Oy (MOTIVA)
6	France	Agence de l'Environnement et de la Maîtrise de l'Énergie (ADEME)
7	Germany	Projektträger Jülich (PTJ)
8	Germany	Deutsche Energie-Agentur / German Energy Agency (dena)
9	Greece	Centre for Renewable Energy Sources and Saving (CRES)
10	Hungary	Hungarian Energy and Public Utility Regulatory Authority (HEPURA)
11	Ireland	Sustainable Energy Authority Ireland (SEAI)
12	Italy	Agenzia nazionale per le nuove tecnologie, l'energia e lo sviluppo economico sostenibile (ENEA)
13	Lithuania	Lietuvos energetikos agentūra / Lithuanian Energy Agency (LEA)
14	Luxembourg	My Energy GIE, Groupement d'Intérêt Economique (My Energy)
15	Malta	Energy and Water Agency (EWA)
16	Netherlands	Rijksdienst voor Ondernemend Nederland (RVO) or Netherlands Enterprise Agency
17	Norway	ENOVA SF (ENOVA)
18	Poland	Krajowa Agencja Poszanowania Energii S.A. (KAPE)
19	Portugal	Agência para a Energia / Portuguese Energy Agency (ADENE)
20	Russian Federation	Russian Energy Agency (REA)
21	Slovakia	Slovak Innovation and Energy Agency (SIEA)
22	Spain	Instituto para la Diversificación y Ahorro de la Energía (IDAE)
23	Sweden	Swedish Energy Agency (STEM)
24	Switzerland	Swiss Federal Office of Energy (BFE)
25	United Kingdom	Energy Saving Trust (EST)

Annex 2: EⁿR Operating Rules

OPERATING RULE N°1

Confidentiality

During the operation of working groups created on general subjects, some participating members may decide to create sub-groups devoted to the implementation of a specific action within the frame of WG objectives.

They may find it appropriate to set up among themselves an agreement covering the confidentiality and property of information relating to and arising from the action taken.

It is up to them to proceed to such arrangements keeping EⁿR members informed.

OPERATING RULE N°2

Presidency and Secretariat

By decision taken at the EⁿR Full Meeting in Athens on 17 January 1992 the rules relating to the election and term of office of the President, as set out in the EⁿR Charter, are amended as follow:

- i) The term of office of the President shall be from January to January, beginning and ending with the annual Full Meeting attended by the Head of Member Organisations.
- ii) The designation of the President-elect will take place at the June/July Meeting of EⁿR.
- iii) The Secretariat will be held by the President's Organisation for the period of his presidency.

OPERATING RULE N°3

Participation of Non-Member Organisations in Working Group Activities

By agreement at the EⁿR Interim Meeting in Paris on 31 March / 1 April 1992 the following conditions shall be observed when Non-Member organisations participate in EⁿR Working Groups.

- i) EⁿR welcomes participation of Non-Member organisations in Working Group activities where this would strengthen the expertise and bring added value.
- ii) Responsibility for the involvement and conduct of the Non-Member organisation will rest the sponsoring Member, i.e. the EⁿR member for the country in question.

- iii) Confidentiality must be observed in relation to the documents used in or resulting from the Working Group activities. As stated in the EⁿR Charter, Clause 22, the intellectual property arising from collaborative activities shall belong to those member Organisations participating. The Non-Member organisations must be bound by the collective decisions of all those participating in the Working Group.

OPERATING RULE N°4

Requirements so that an action could be
presented with the name of EⁿR

1. TRANSPARENCY

The action must be opened to the participation of all members of EⁿR.

2. NOTIFICATION

All EⁿR members will have to be informed of the initiative.

3. CONSENSUS

To use the name of EⁿR, there should not exist any strong opposition from any of the members.

4. FLEXIBILITY

The proposals should be made within the working groups or directly in any one of the two regular EⁿR meetings. In any case, they will have to be approved in a regular EⁿR meeting.

5. REPRESENTATION

So that an action will be considered EⁿR, it will have to count at least on the participation of a substantial number of members of the Network.

6. URGENCY PROCEDURE

In the cases in which deadlines exist, or any other kind of temporary limitation, an urgency procedure is established. By means of this procedure, the agency or agencies interested in the use of the EⁿR name in their initiative will have to inform the secretary of EⁿR on the same, who with previous conference to the Troika, will inform the rest of the members. If in the term of 15 days of the shipment of the information, no negative reaction has been produced, the proposal will be considered valid for the use of the EⁿR name.

7. REVOCATION

The authorisation for the use of the EⁿR name for an initiative can be revoked after a majority agreement in a regular EⁿR meeting.

8. UPDATING

If the essence of the activity for which authorisation was requested varies or the number of participants is modified in a substantial way, a new authorisation procedure should be launched.

OPERATING RULE N°5

Number of Contact Points per single country

If more than one national energy agency from a single country is accepted for EⁿR membership, the EⁿR requests that these agencies set up one contact point for that country. In addition to the ordinary tasks of an EⁿR Contact Point, this Contact Point shall coordinate practical issues for the EⁿR members from that country.

OPERATING RULE N°6

Consensus for decision making

The EⁿR Charter sets out the Member Organisations decision to work together, on a voluntary basis, for their mutual benefit, and, in a spirit of information sharing, Member Organisations agree to maintain a process of decision-making based on consensus.

By consensus it must be understood that any decision may be turned down if there are substantial objections from member organisations from at least two countries.

OPERATING RULE N°7

Decision making Majority and Decision making Rules

Decision making majority

- Decisions that involve commitment of resources by individual members should be made unanimously, or allow for members to 'opt out' of the arrangement;
- Decisions that do not commit resource, but do concern the development or priorities of the network should require a 75% majority of those voting;
- Decisions about policy positions of the network or projects to be undertaken in the name of the network should require a 75% majority of those voting and allow for individual members to opt out;
- Routine decisions about the administration of the network should be taken by the Presidency/Secretariat, in discussion with the Troika where necessary;
- Voting: each country = 1 vote.

Decision making rules

- For **important strategic or resource decisions of the network** – decisions should only be taken after discussion in a ballot at a meeting of members;
- For **decisions on policy issues or any issue where external factors** require a decision before the next meeting – decisions may be proposed by the Troika or any properly constituted working group and put to an e-mail ballot of all the members to be agreed by the relevant majority. The Secretariat will allow two working weeks (14 days) for each Member to respond via e-mail. If no response is received within this time, then it will be assumed that the motion for decisions on such issues is effectively passed.

<p style="text-align: center;">OPERATING RULE N°8 Monitoring Procedures EⁿR Working Groups</p>
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This rule is meant as an amendment to the existing Guidelines for the Working Groups, stated in the Memorandum of Understanding II (MoU II) Sienna, January 1997.

The Monitoring Procedures for the EⁿR Working Groups outline concrete procedures for annual reporting, monitoring and evaluation of EⁿR working groups activities carried out by EⁿR members.

All EⁿR working groups are to be evaluated every 3rd year at the Full Meeting. Recommendations will be given by the Full Members regarding the focus and activities of the Working Groups and the Full Members will decide on continuation/termination of the Working Group. The evaluation reports are to be written in accordance with a given standard format, and the outline for reporting will be; overview of Working Group, strategic impact of the last 3rd years, Working Group self-assessment and plans for future improvement.

Except when evaluated, all Working Groups are to outline and present an activity report twice a year (i.e. at the summer Regular Meeting and the Regular Meeting preceding the Full Meeting).

Annex 3: EU Transparency Register – Procedure for EⁿR annual update

Guidelines: [available on the website](#)

User code: **Europ0215060070**

Password: **vw247vTBVJ**

Number ID: **911689722889-60**

Next annual update deadline: **07/06/2022 at the latest** (this date may vary depending on when the update is performed). Contact persons will receive reminder emails 4 weeks and 2 weeks before this date and will forward them to the new Secretariat.

<https://webgate.ec.europa.eu/transparencyregister/restricted/ri/authenticate.do>

1. Section of registration

* In which section are you registering?

VI - Organisations representing local, regional and municipal authorities, other public or mixed entities, etc.

→ Other sub-national public authorities

2. Registrant : Organisation or self-employed individual

3. Contact details

Contact details of your organisation's head office

* Contact details of your organisation's Belgium office : no Belgium Office

4. Person with legal responsibility

5. Person in charge of EU relations

6. Contact person

7. Back-up contact person

8. Goals / remit

* Describe your organisation's goals / remit: (Maximum 1000 characters)

The European Energy Network EⁿR is the voluntary network of currently 25 national energy agencies in Europe and neighbouring countries.

Established in 1990 in Strasbourg, it currently numbers twenty-five member agencies, with responsibility for the planning, implementation, management or review of national research, development, demonstration or dissemination programmes in the fields of energy efficiency, renewable energy and climate change abatement.

EⁿR operates according to a principle of voluntary membership, with no governmental representation. The EⁿR has no basic funding or budget but its functioning relies on individual budget means each members yields.

The core work of EⁿR takes place within issue-focused Working Groups (currently eight in number), which generally meet once to twice per year. Each Working Group is chaired by a member agency, but is open also to non-EⁿR participants.

* The organisation is active on the following level(s): European

9. Specific activities covered by the Register

*** Main EU legislative proposals or policies targeted:** (Maximum 4000 characters)

European Green Deal, Energy Union, 2030 Energy & Climate Framework, EED, EPBD, RED and Concerted Actions, Covenant of Mayors, Governance, Cohesion Policy, Horizon Europe Calls (EE & RES), LIFE CET calls - among others

Relevant policy implementation, public relations and communication activities such as projects, events and publications: (Maximum 4000 characters)

Examples:

Publications/Events:

- 2013 EⁿR Brochure (published by French EⁿR Presidency of ADEME): "Energy Efficiency in Europe: Overview of policies and good practices";
- 2016-02-24 External EⁿR Workshop in Brussels (organised by Norwegian Presidency of Enova): "Realising the Energy Union - main aspects of European Energy Transition";
- 2016-11-08 EⁿR Energy Dialogue with gea in Brussels;
- 2019 Energy poverty: EⁿR Position Paper: <https://enr-network.org/wp-content/uploads/ENERGYPOVERTY-EnRPositionPaper-January-2019.pdf>
- 2020-11-25 EⁿR-EC Roundtable Discussion on Smart Sector Integration, Renovation Wave & Just Transition (held online);
- 2021 Smart Sector Integration Report (prepared under the RVO Presidency in 2020): <https://enr-network.org/wp-content/uploads/EnR-SSI-report-final-edited.pdf>
- 2021 Catalogue of best practices related to behavioural insights (prepared for the 2020/2021, 6th European conference on Behaviour and Energy Efficiency, held on 21-23 April 2021): <https://enr-network.org/wp-content/uploads/Booklet-EnR-150421-website-min.pdf>.

EU Projects (lead or participation of EⁿR member/s):

- Odyssee-Mure (ADEME)
- GreenGasGrids, BiomassPolicies
- Request, Request2Action, Label 2020, EU Heroes, Thermos, LEAP4SME, EMOBILITY WORKS, EMB3Rs, STEAMUP, Tracer

Participation in EU structures and platforms: n/a

Commission Expert Groups And Other Similar Entities (European Commission): n/a

Complementary information:

EⁿR as entity is not a member/participant in EU structures and platforms, but individual EⁿR member agencies are / may be.

10. Number of persons involved in the activities described under heading 9

Number of persons involved from your organisation expressed in % of working time:

100%:

75%:

50%:

25%:

Number of persons involved:

Total: [Automatic calculation - min 1 person]

Full time equivalent (FTE): [Automatic calculation - min 0.25]

Complementary information:

To explain the numbers: The network has 25 member agencies from which a total of about 70 people are assigned by their agencies to work in EⁿR and who are active in meetings, project activities and consortia and in any exchanges to varying extents - of course, some members are not active at times, so we do not give them all a figure of % of working time. Also, hardly anyone of the active members are involved more than 25% of their time, though, but there is no smaller number indicated in the questionnaire to choose from. Now, the automatically generated number is of 8.75 FTE, corresponding to our estimate that would be 8-10 FTE (varying according to Project Budgets, Tasks, and roles).

11. Fields of interest

If you agree, you will automatically be notified by email about Commission consultations and roadmaps in these fields.

- Contact person to receive notifications
- Back-up contact person to receive notifications

12. Membership and affiliation

Describe the structure of your membership, if any of your members are natural persons, specify how many.

Total number of members that are natural persons: [leave box empty]

List of your member organisations (link to a webpage containing such details is acceptable):

<http://www.enr-network.org/members>

Applicant for EⁿR membership from 2017 onwards: Republic of Moldova (currently with observer status)

Specify the countries where you have members/are represented.

Tick the corresponding box for EU countries, add non-EU countries

Membership of any associations/(con)federations/networks or other bodies (link to a webpage containing such details is acceptable):

Many EⁿR members are also members e.g. in ecee and a broad number of other European, national, regional and international networks and initiatives.

13. Financial data

a) * Your organisation's most recent closed financial year:

01/2019 – 12/2019

b) - * Specify your organisation's overall budget, broken down by main financing sources.

You must state all sources of funding - the sum total of the amounts provided by these sources must be equal to the total budget.

* Total budget: 0 €

Of which public funding: 0 €

* **Did your organisation receive funding from the EU institutions during the last closed financial year?:** No

c) - * **Enter the estimated costs attributable to activities covered by the Register (in euros):**

Estimate of costs (as a range): <9,999€

d) **Other relevant financial information with regard to the budget estimate, calculation method, or funding sources, etc.**

Explanation:

The choices given under 13) are not applicable to EⁿR, but EⁿR is also NO newly formed entity (cf. 8)).

However, there is no financial data available and displayable because EⁿR as an entity has no individual and overall budget or financial source. EⁿR as such does not receive any direct funding and thus we do not have "financial years". There is no membership fee. Participation and functioning of the network has historically always relied on the individual budgets (man hours, travel costs) that members invest on the basis of their voluntary membership and which may vary over time in terms of amount.

About 75% of the 25 member agencies are active and participating with their assigned staff, investing an estimated 15.000 Euros p.a. in participating in meetings, workshops, and activities like benchmarks and Position Papers/consultations on behalf of the Network = 270.000 Euros. This adds to the amount the Presidency usually has to estimate for running the Network for one year = 120.000 p.a. Euros. There is one agency per year hosting EⁿR meeting and thus having larger costs than other member agencies of an additional 10.000 Euros. Consequently, EⁿR has an overall cost of about 400.000 Euros p.a. (see c)).

It is up to the members to find/acquire the annual (re)sources for the costs their engagement involves, mostly, budgets are from national sources (ministries).

Individual activities that EⁿR Working Groups initiate/d may receive H2020 or now Horizon Europe project funding in the case of successful proposals under calls.

Quality Check

Below are the data quality issue(s) detected:

- Low Budget
- Low costs estimate compared to number of persons indicated under heading 10

X Change the data

X Ignore and continue with registration

If you continue and submit your data without any update, please note that your registration may be subject to a quality check by the Joint Transparency Register Secretariat (JTRS).

14. Code of conduct

The parties hereto consider that all interest representatives interacting with them, whether on a single occasion or more frequently, registered or not, should behave in conformity with this code of conduct.

In their relations with EU institutions and their Members, officials and other staff, interest representatives shall:

- a. always identify themselves by name and, by registration number, if applicable, and by the entity or entities they work for or represent; declare the interests, objectives or aims they promote and, where applicable, specify the clients or members whom they represent;
- b. not obtain or try to obtain information or decisions dishonestly or by use of undue pressure or inappropriate behaviour;
- c. not claim any formal relationship with the European Union or any of its institutions in their dealings with third parties, or misrepresent the effect of registration in such a way as to mislead third parties or officials or other staff of the European Union, or use the logos of EU institutions without express authorisation;
- d. ensure that, to the best of their knowledge, information, which they provide upon registration, and subsequently in the framework of their activities covered by the register, is complete, up-to-date and not misleading; accept that all information provided is subject to review and agree to co-operate with administrative requests for complementary information and updates;
- e. not sell to third parties copies of documents obtained from EU institutions;
- f. in general, respect, and avoid any obstruction to the implementation and application of, all rules, codes and good governance practices established by EU institutions;
- g. not induce Members, officials or other staff of the European Union, or assistants or trainees of those Members, to contravene the rules and standards of behaviour applicable to them;
- h. if employing former officials or other staff of the European Union, or assistants or trainees of Members of EU institutions, respect the obligation of such employees to abide by the rules and confidentiality requirements which apply to them;
- i. obtain the prior consent of the Member or Members of the European Parliament concerned as regards any contractual relationship with, or employment of, any individual within a Member's designated entourage;
- j. observe any rules laid down on the rights and responsibilities of former Members of the European Parliament and the European Commission;
- k. inform whomever they represent of their obligations towards the EU institutions.

Individuals who have registered with the European Parliament with a view to being issued with a personal, non-transferable pass affording access to the European Parliament's premises shall:

- l. ensure that they wear the access pass visibly at all times in European Parliament premises;
- m. comply strictly with the relevant European Parliament Rules of Procedure;

- n. accept that any decision on a request for access to the European Parliament's premises is the sole prerogative of the Parliament and that registration shall not confer an automatic entitlement to an access pass.

- I have read the [code of conduct](#) and declare that my organisation agrees to abide by the code.
- I have read the [legal notice](#) and agree to its terms and conditions.

I have taken note of the privacy statements concerning the processing of:

- 1) [personal data of the individuals submitted in the registration in the Transparency Register,](#)
- 2) [personal data of the individuals participating in a meeting with a Commissioner, a Member of their Cabinet or a Director-General.](#)

***** End of update procedure *****

Type of message received as a reminder:

Dear Madam, Dear Sir,

European Energy Network must do the "annual update" of its data in the Transparency Register. Your last annual update was performed on: 18/06/2020.

As we explained in an email sent two weeks ago, to remain in the register you must update and confirm all the data of your registration at least once a year, even if "partial update(s)" were made in the course of the previous year.

IMPORTANT: To ensure optimal data when performing the annual update, we advise you to consult the [Guidelines](#) and the Frequently Asked Questions paying particular attention to the declaration of your "public affairs" **activities** concerning specific EU policies and the related **financial** and **human** resources.

Please log on to the register with your user code and password by clicking on the link below and access the update process via "Update your registration" under the menu options. Then check the data for your organisation, provide necessary updates by **18/06/2021** at the latest, and don't forget to confirm the changes. After this deadline, if you have not updated your data, your registration will be automatically suspended and deleted from the database 2 weeks after that date.

<https://webgate.ec.europa.eu/transparencyregister/restricted/ri/authenticate.do>

If the link doesn't work, try copying/pasting it into your browser

European Energy Network's user code to log in to your registration is: **Europ0215060070**

European Energy Network's public ID number in the Transparency Register is: **911689722889-60**

If you have forgotten the password, you can request a new one via the link:

<https://ec.europa.eu/transparencyregister/public/getusernamepassword/getusernamepassword.do>

This message has been generated automatically. Please do not reply to it. You can send any comments or queries about the register to the Joint Transparency Register Secretariat (JTRS) via the "contact form":

https://ec.europa.eu/transparencyregister/public/staticPage/displayStaticPage.do?reference=CONTACT_US

The 'Joint Transparency Register Secretariat'

Useful Links

Transparency Register: <https://ec.europa.eu/transparencyregister/public>

Contact the Register:

https://ec.europa.eu/transparencyregister/public/staticPage/displayStaticPage.do?reference=CONTACT_US

Need to update your organisation' data?

<https://webgate.ec.europa.eu/transparencyregister/restricted/ri/authenticate.do>

[Guidelines](#)